

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
November 3, 2015**

POSTING OF THE AGENDA

The agenda notice for this meeting was posted in the display case outside the administrative office of the Goleta West Sanitary District and on the District's website at least 72 hours in advance of the meeting.

1. CALL TO ORDER

President Lewis called the meeting to order at 6:30 PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Dr. David C. Lewis
Eva Turenchalk
Craig Geyer
David Bearman, M.D.
Larry D. Meyer

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Mr. Mark Nation, General Manager/Superintendent
Mr. Steven A. Amerikaner, General Counsel

OTHERS PRESENT

Danna McGrew, Bartlett, Pringle & Wolf
Wendy Motta, Lois Capps Office

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

4. PUBLIC COMMENT

None

5. APPROVAL OF THE MINUTES

(15-11-51)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved the minutes of the Regular Board Meeting of October 6, 2015 as written.

6. UPDATE ON DROUGHT RECOVERY & RESILIENCE ACT OF 2015 (HR 2983)

Wendy Motta from Congresswoman Capp's office provided a review and update of HR 2983 and answered questions from the Board.

7. **PRESENTATION OF THE 2014-2015 ANNUAL FINANCIAL STATEMENTS**

Danna McGrew of Bartlett, Pringle & Wolf reviewed the financial statements and answered questions from the Board.

(15-11-52)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved to accept the 2014-2015 Annual Financial Statements with the minor corrections as discussed.

8. **DISCUSSION OF GRAND JURY REQUEST**

(15-11-53)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board unanimously approved to form a "Grand Jury" Ad-Hoc Committee. The Committee will be chaired by Director Geyer with Director Turenchalk as the second member. Director Meyer will serve as the alternate. The Committee is to hear all matters from and concerning the Grand Jury inquiry and report to the Board of Directors with recommendations. The Committee can use the full resources of the District in dealing with the Grand Jury inquiry.

9. **CONSIDERATION OF THE DRAFT FALL 2015 DISTRICT NEWSLETTER**

(15-11-54)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved printing and distribution of the Fall 2015 District Newsletter as presented.

10. **CONSIDERATION OF CHANGE ORDER NO. 10 FOR THE MESA ROAD PROJECT**

(15-11-55)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved Change Order No. 10 for the Mesa Road Project in the amount of \$250,841.45.

11. **PERMIT EXTENSION REQUEST FOR 422 VEREDA DEL CIERVO**

(15-11-56)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved to grant a six-month extension for GWSD Permit No. 53653290.

12. **COMMUNICATIONS**

The communications were noted as received.

13. **REPORTS**

Operations Report

The General Manager provided a report.

Finance Committee Meetings

President Lewis provided a report on the October 19 and November 2, 2015 meetings.

Goleta Sanitary District Board Meetings

Director Meyer reported on the October 19 and November 2, 2015 meetings.

Public Relations Committee Meeting

Director Turenchalk provided a report on the October 23, 2015 meeting.

Management Committee Meeting

Director Geyer provided a report on the October 23, 2015 meeting.

Engineering Committee Meeting

Director Lewis provided a report on the October 28, 2015 meeting.

Goleta Water District Board Meeting

Director Turenchalk provided a report on the October 13, 2015 board meeting.

IVR&PD Board Meeting

Director Lewis provided a report on the October 8, 2015 board meeting.

Santa Barbara Airport Commission Meeting

Director Lewis provided a report on the October 21, 2015 meeting.

City of Goleta Council Meetings

Director Geyer provided a report on the October 20 and November 3, 2015 meetings.

SBCSDA Board Meeting

Director Geyer reported on the October 7, 2015 board meeting.

SBCSDA Chapter Meeting

Director Geyer reported on the October 26, 2015 meeting.

Other Director Reports

None

14. FUTURE AGENDA ITEMS

President Lewis asked that staff look into why there is no bike path on Mesa Road between Los Carneros Road and Stadium Road.

15. ADJOURNMENT

There being no further business, President Lewis adjourned the meeting at 8:10 PM.


Mark Nation, Board Secretary

APPROVED


Dr. David C. Lewis, President

GOLETA WEST SANITARY DISTRICT
Operating Report for September 30 – October 27, 2015

I. Administration

Completed routine administrative duties.

Completed the first quarter (July – September) Financial Report.

Completed 2015-2016 manual billings with the exception of DP High School and local elementary schools, which are invoiced in May of each year.

Published notice to hire a Utility Worker I in the Santa Barbara News-Press & Craigslist.

Completed 2015 Summary of Actuarial Information Required for CalPERS Financial Statements and Certification of OPEB Funding Policy & GASB 43/45 Reporting Compliance form.

Completed Audit adjusting JE's and new account assignments.

Staff attended Management, Public Relations and Finance Committee meetings.

Staff worked with Bartlett, Pringle & Wolf to complete the Management Discussion and Analysis for the annual audit.

Change Order review and discussions continue with the contractor on the Mesa Road Project.

Staff continued work with PR Consultant on a draft of the Fall District newsletter.

GM attended CSRMA training regarding employee relationship.

II. Collection System Maintenance

Staff signed off on permit for Ice In Paradise skating rink and snack bar.

Staff signed off on permit for Wake Cup Restaurant in the Paradise Ivy building at 901 Embarcadero del Mar.

Staff signed off on lateral replacement permit at 6860 Sabado Tarde.

Staff signed off on permit for Amazon Pick-up Store UCSB at 6533 Trigo Road.

Staff completed plan check and issued a permit to Jane Restaurant undergoing tenant improvement at the Camino Real Marketplace.

Staff inspected Hilton Garden Inn manhole construction and sewer tie-in on Cortona Drive.

Staff attended Utility Coordination Meeting at the City of Goleta.

Staff completed the No-Spill Certification on the State CIWQS program for the months of August and September 2015.

Staff responded to a call-out for a sewer spill at Madrid Road on the weekend. Problem was on the building sewer and not related to a GWSD pipeline.

Staff responded to an odor complaint on Whittier Drive. No odor was found during the site visit. Staff discussed the issue with the party that contacted the District and told them there were no issues found with the sewer system and to let the District know if the odor returns.

Staff responded to a call regarding a back-up on Hillview Drive. Staff investigated and found no problems with the GWSD system. The resident's home experiencing the back-up was told to call a plumber.

The new VFD for Pump #2 arrived and Venco Controls is scheduled to install on November 17th. Until that time GWSD has sufficient redundancy for the pump station to operate as normal.

In addition to the normal emergency equipment maintenance the crew has performed some extra easement inspection and maintenance, tested trailer mounted and portable pumps, picked up supplies for sandbags and double checked fuel supplies in preparation for potential heavy rains associated with El Nino.

All employees exposed to noisy environments took part in the annual audiogram testing per OSHA and the GWSD hearing conservation program.

District employees received safety training on flagger and traffic control.

Inspection continues on the Hollister Village Project.

The crew continues to inspect the sewer improvements for the Village at Los Carneros Project.

III. Industrial Waste

Staff began the annual Industrial Wastewater Discharge Permit renewal process with all currently permitted industries within the District.

Staff issued an Industrial Wastewater Discharge Permit to FLIR Systems for their new facility at 6775 Hollister Ave.

Staff conducted an Industrial Wastewater Discharge Permit compliance inspection at Transform and BEI Sensors. BEI is in the process of closing their Goleta facility and relocating to Newbury Park, CA.

Staff signed off on tenant improvement permits for FLIR Systems new facilities at 6769 and 6775 Hollister Ave.

Staff completed plan check and issued a permit to La Bella Rosa Bakery for installation of a grease interceptor at The Plaza, 7127 Hollister Ave.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 61.9

Miles - 480.6

Loads - 25

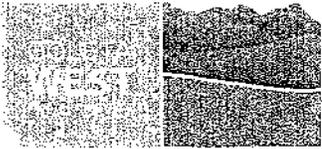
9/11/15 = 10.50 tons, 9/24/15 = 6.30 tons

Sweeper Maintenance

- Inspect water spray nozzles
- Serviced air filters
- Lubed blower bearings
- Lubed driveline

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	September 2015	MGD 1.2997; 41.79%
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Sewer Operations Cleaning Summary from September 29, 2015 to October 26, 2015

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Root Cutting	6,260 ft.
Hot Spot	3,771 ft.
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	10,031 ft.
 Lines Cleaned	
Root Cutting	24 lines
Hot Spot	15 lines
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	39 lines
 Other Work Orders	
FOG Inspection	6 Work Orders
Parcel Permit	6 Work Orders
Service Call	4 Work Orders
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	16 Work Orders

GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
October 1- 27, 2015

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape Management Co - Sept. landscape maintenance	\$ 333.41			\$ 333.41
ADP, LLC - Payroll processing for period ending 09/16/15	\$ 222.07	\$ 24.67		\$ 246.74
ADP, LLC - Payroll processing for period ending 09/30/15	\$ 222.07	\$ 24.67		\$ 246.74
ADT Security Services - Quarterly alarm service; 11/1/15-01/31/16	\$ 249.96			\$ 249.96
AT&T - Monthly long distance service	\$ 202.73	\$ 12.94		\$ 215.67
AT&T Mobility - Monthly cell phone service	\$ 241.28			\$ 241.28
Bank of Sacramento - Mesa Rd. Project retention account			\$ 851.96	\$ 851.96
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Blueisle Bookkeeping - August bank reconciliations	\$ 79.00			\$ 79.00
Brownstein Hyatt Farber Schreck - Legal services	\$ 2,138.00	\$ 17,342.64	\$ 2,107.00	\$ 21,587.64
CalPERS - Pension; 10/01/15 - 10/14/15	\$ 3,468.91	\$ 194.47		\$ 3,663.38
CalPERS - November health insurance premiums	\$ 9,184.85	\$ 657.32		\$ 9,842.17
California Special Districts Associaton - 2016 Membership Dues	\$ 5,659.00			\$ 5,659.00
Chavez, Ruben - Mileage reimbursement		\$ 58.19		\$ 58.19
CITIG - Computer support services	\$ 102.50			\$ 102.50
CITIG - Computer support services	\$ 760.01			\$ 760.01
COSTCO Membership - Annual Membership Dues	\$ 110.00			\$ 110.00
CWEA - Membership renewals; M. Nation & K. Spencer	\$ 328.00			\$ 328.00
Dal Pozzo Tires - Tire repair, sweeper		\$ 51.92		\$ 51.92
DATCO - Quarterly service; Oct., Nov., Dec.	\$ 146.25			\$ 146.25
FGL Environmental - NISC Sampling; Stations 2, 4 & 5	\$ 1,359.00			\$ 1,359.00
First Bankcard - Conf.; postage; Diaries; sampler battery; truck mats	\$ 977.10		\$ 146.98	\$ 1,124.08
Geyer, Craig - SBCSDA Chapter Mtg. meal & travel reimbursements	\$ 79.10			\$ 79.10
Geyer, Craig - SBCSDA Brd Mtg. meal & travel reimbursements	\$ 53.20			\$ 53.20
Giffin Sales & Rental - Steel bar	\$ 18.82			\$ 18.82
Goleta Building Materials, Inc. - 1/2 cubic yard of sand	\$ 118.80			\$ 118.80
Goleta Water District - Monthly service/Emily	\$ 73.16			\$ 73.16
Haaker Equipment Co. - Light bar and lights for new truck			\$ 3,900.96	\$ 3,900.96
Home Depot Credit Services - Maintenance parts	\$ 250.30			\$ 250.30
Larry's Auto Parts - Power Service Diesel Fuel Stabilizer	\$ 12.56			\$ 12.56
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 197.82	\$ 791.27		\$ 989.09
MarBorg Industries - 25YD roll-off & recycle fees	\$ 130.20	\$ 520.77		\$ 650.97
MarBorg Industries - 25YD roll-off rental fee	\$ 24.06	\$ 96.24		\$ 120.30
McCormix Corp. - Fuel for street sweepers		\$ 236.10		\$ 236.10
McCormix Corp. - Fuel for street sweepers		\$ 241.25		\$ 241.25
Mission Linen Supply - September uniform service	\$ 715.23	\$ 126.22		\$ 841.45
Mladen Buntich Construction Co. - Mesa Rd. Proj. Progress Payment			\$ 16,187.27	\$ 16,187.27
Office Depot - Office supplies (2016 desk calendars & copier paper)	\$ 138.15			\$ 138.15
Ready Refresh - Monthly cooler rental & drinking water	\$ 83.01			\$ 83.01
Reliance Standard Life Insurance Co. - Nov. LTD insurance premiums	\$ 723.28	\$ 54.05		\$ 777.33
Santa Barbara Auto Accessories - Rack w/screen for new truck	\$ 485.95			\$ 485.95
Silvia's Cleaning Company, Inc. - September cleaning service	\$ 387.50			\$ 387.50

Southern California Edison - Monthly service/Family	\$ 257.41			\$ 257.41
Southern California Edison - Monthly service/Family	\$ 264.61			\$ 264.61
Southern California Edison - Monthly service/Main facility	\$ 4,367.06			\$ 4,367.06
Stantec - Mesa Road Project/CM			\$ 1,336.50	\$ 1,336.50
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
The Gas Company - Monthly service; 07/29/15 - 08/27/15	\$ 112.96			\$ 112.96
The Gas Company - Monthly service; 08/27/15 - 09/28/15	\$ 115.13			\$ 115.13
The Gas Company - Monthly service; 08/27/15 - 09/28/15	\$ 130.34			\$ 130.34
Tierra Contracting - Emergency MH repair on Calle Real	\$ 2,022.85			\$ 2,022.85
Underground Service Alert - September "Dig Alerts"	\$ 60.00			\$ 60.00
Verizon California - Monthly service/main facility	\$ 231.65	\$ 14.79		\$ 246.44
Verizon California - Monthly service/SCADA	\$ 260.14			\$ 260.14
Verizon California - Monthly service/Family	\$ 116.57			\$ 116.57
WEX Bank - Fuel for District vehicles	\$ 442.26	\$ 192.12		\$ 634.38
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 38,535.26	\$ 20,639.63	\$ 24,530.67	\$ 83,705.56

\$ 56,723.13

GRAND TOTAL - Fund 4900

\$ 140,428.69

